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ALCOAST 585/05
COMDTNOTE 1500

SUBJ: Coast Guard Foreign Language Program

A. Reserve Policy Manual, COMDTINST M1001.28A
B. Personnel Manual, COMDTINST M1000.6A

1. This ALCOAST announces the implementation of the Coast Guard foreign language program. Foreign language speakers bring a valuable skill set to our workforce and in many instances their fluency has significantly contributed to mission success. The initiative described in this ALCOAST is an important step in developing a strong pool of interpreters and linguists, and both using and compensating them for their expertise. Recent validation of Coast Guard requirements for foreign language expertise confirmed seven languages of strategic importance to our missions: Spanish (80 pct of service need), Haitian-Creole, Russian, Vietnamese, Mandarin Chinese, Japanese and Korean. Two types of foreign language speakers, differentiated by proficiency and frequency of use, are required: linguists and interpreters.

a. Linguists fill specific billets associated primarily with intelligence and attaché duties and require a higher level of language proficiency. There are currently 92 linguist billets identified. We are completing further review of this part of the program and will discuss linguist allocations via ALCOAST in the next several months.

b. Interpreters are members with working level language proficiency, validated by testing. Interpreters are not tied to billets, but are collateral duty assignments at units where an operational requirement exists. Units with interpreter requirements will be allocated a maximum number of unit designations, as outlined in paragraph 4.

2. The foreign language program is being fielded in phases. In the first phase of deployment, the program will identify and pay certified Coast Guard active and reserve members, who regularly use a foreign language in support of Coast Guard missions. The foreign language program includes a short-term provision to pay at a lower level certain individuals referred to as command designated interim interpreters. This interim designation is for a member who has demonstrated a working knowledge, been endorsed by the command, but has not yet achieved qualification through the testing program described in the following paragraphs. Interim designations are only authorized where a unit does not have enough test qualified interpreters to meet its interpreter allocation and for any individual will expire after six months, or sooner if the individual becomes test-certified or is replaced by another test-certified interpreter.

3. Eligibility criteria for monthly pay in the foreign language program will require two elements documented through direct access:

a. Pass the proficiency test: to be eligible for foreign language proficiency pay (FLPP), interpreters must score on the defense language proficiency test (DLPT) at least a 2/2 and Linguists must score at least a 2 plus/2 plus. A score of 2/2 indicates a limited working proficiency on both portions of the test. A score of 2 plus/2 plus indicates a somewhat better than limited working proficiency.

b. Endorsement by the command to occupy a command interpreter allocation or be filling a linguist billet. Commands must terminate FLPP when members are no longer performing interpreter duties or to designate other qualified members to fill unit allocations.

4. Unit collateral duty interpreter allocations are based on a recent survey and analysis of current requirements. Commands are authorized to designate unit interpreters up to the following levels:

A. One (1) Spanish interpreter per unit or specified staff:

Group Woods Hole	Sec Hampton Roads
CGC Block Island	CGC Staten Island
D7 FURA LNO	Sec San Juan Intel Ops
D7 Maritime Intel Center	D7 PAO
Sec Key West Prevention	Sta Freeport
Sec San Juan Response	Sta Gulfport

CGC Amberjack	CGC Brant
CGC Steelhead	CGC Blackfin
CGC Blacktip	CGC Edisto
CGC Haddock	CGC Halibut
CGC Narwhal	CGC Petrel
CGC Sea Otter	Sec LA/LB
Sta Channel Islands	Sta LA/LB
CG MLCPac (LC)	

B. Two (2) Spanish interpreters per unit or specified staff:

Airsta Sacramento	D7 OLE
ISC Alameda	MSST Boston
MSST Galveston	MSST Kings Bay
MSST Miami	MSST New Orleans
MSST New York	MSST San Diego
MSST San Francisco	Sta Sabine
CGC Active	CGC Alert
CGC Attu	CGC Bluefin
CGC Boutwell	CGC Chase
CGC Cormorant	CGC Dolphin
CGC Gannet	CGC Hamilton
CGC Jarvis	CGC Marlin
CGC Mellon	CGC Midgett
CGC Morgenthau	CGC Munro
CGC Nantucket	CGC Rush
CGC Sawfish	CGC Sherman
CGC Steadfast	Sta Galveston

C. Three (3) Spanish interpreters per unit or specified staff:

CGC Attu	CGC Bear
CGC Campbell	CGC Chandeleur
CGC Chincoteague	CGC Confidence
CGC Cushing	CGC Dallas
CGC Dauntless	CGC Decisive
CGC Dependable	CGC Diligence
CGC Drummond	CGC Escanaba
CGC Forward	CGC Farallon
CGC Gallatin	CGC Harriet Lane
CGC Key Biscayne	CGC Key Largo
CGC Knight Island	CGC Kodiak Island
CGC Legare	CGC Manitou
CGC Matagorda	CGC Matinicus
CGC Metompkin	CGC Mohawk
CGC Monhegan	CGC Nantucket
CGC Northland	CGC Nunivak
CGC Ocracoke	CGC Padre
CGC Pea Island	CGC Reliance
CGC Resolute	CGC Sapelo
CGC Seneca	CGC Shamal
CGC Sitkinak	CGC Spencer
CGC Tahoma	CGC Tampa
CGC Tempest	CGC Tornado
CGC Thetis	CGC Valiant
CGC Vashon	CGC Venturous
CGC Vigilant	CGC Vigorous
Sec Miami Prevention	Sec Delaware Bay
Sta Port Aransas	Sta Port O Connor
Sta San Diego	PacArea (Pm)

D. Five (5) Spanish interpreters per unit or specified staff:

Sec Key West OPCEN	Sec Miami OPCEN
Sec Miami Response	Sec Corpus Christi

E. Six (6) Spanish interpreters per unit or specified staff:

EMSST

Sec San Juan Prevention

F. Eight (8) Spanish interpreters per unit or specified staff:

D7 CC

Sec San Juan CC

Sec St Petersburg

Sta Ft. Lauderdale

Sta Ft. Myers Beach

Sta Islamorada

Sta Key West

Sta Lake Worth Inlet

Sta Marathon

Sta Miami Beach

Sta South Padre Island

Sta San Juan

G. Seventeen (17) Spanish interpreters per unit:

International Training Detachment

H. Eighteen (18) Spanish interpreters per unit or specified staff:

PacArea South

PacArea TACLET

I. One (1) Japanese interpreter per unit:

Activities Far East

CGC Galveston Island

J. One (1) Mandarin Chinese interpreter per unit:

Activities Far East

K. One (1) Korean interpreter per unit:

Activities Far East

L. One (1) Haitian interpreter per unit:

CGC Dallas

CGC Gallatin

M. One (1) Russian interpreter per specified staff:

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5. Because this is a new program, interpreter allocations and language requirements will continue to be reviewed and validated through HQ program offices, areas, districts and field units. Units may request modification to the interpreter allocation via their chain of command to COMDT (CG-132). Units will be notified via message of interpreter changes when they are approved. However, significant expansion of total allocations is unlikely due to budget constraints.

6. Foreign language proficiency pay (FLPP) amounts: members in linguist billets or collateral duty allocations, with proper documentation in direct access, will receive monthly entitlements as follows:

- | | |
|--------------------------------|-------------|
| a. Linguist: | 150 dollars |
| b. Interpreter: | 100 dollars |
| c. Command designated interim: | 50 dollars |

Linguists and interpreters currently receiving SDAP will not be eligible for FLPP until FY07. Members currently receiving SDAP who have a foreign language skill and expect to use it in calendar year 2006 should take the DLPT. Eligibility for continued SDAP (especially for members in defense attaché, intelligence and international training detachment positions) will be evaluated during the FY07 SDAP board, as we make the transition to recognize foreign language skills using FLPP. The SDAP board will be held in late spring/early summer 2006 with new SDAP rates effective on 1 October 2006.

7. Phased pay implementation: for those members meeting the eligibility criteria, interpreter and linguist FLPP will be available beginning in January 06. Interim interpreter FLPP will become available by summer 2006 when additional direct access software changes are in place to accommodate tracking and payment of this category. The date of interim interpreter FLPP availability will be released via SEPCOR.

8. Testing: DLPTs will be available at 34 sites within the Coast Guard educational service officer (ESO) network. A list of the sites are available on CGCentral (details below). Contact your local ESO for procedures to take the

test. ESOs will enter DLPT scores into direct access. Retests are only permitted after a six-month waiting period, as mandated by the DoD test authority. Members are required to retest annually to maintain their eligibility for FLPP. Members that have already successfully tested on the DLPT within the past year and can deliver documentation of that testing to their ESO, will not be required to retest until one year after their test date. Tests other than DLPT will not be considered.

a. Spanish language testing: since Spanish language proficiency represents 80 percent of identified requirements, an expedited Spanish testing capability has been developed. Starting immediately, active and reserve component members who are identified by their command to serve as possible Spanish interpreters or are in a Spanish language-coded billet (linguists) or who want to use their language skill to fill an allocation or billet within a year, may take the DLPT at an authorized CG test site. The Spanish DLPT is a four-hour exam, two hours for the listening portion and two hours for the reading portion.

b. Other language testing: members with language skills in Russian, Vietnamese, Mandarin Chinese, Japanese and Korean, who are identified by their command to serve as possible foreign language interpreters or are in a foreign language-coded billet (linguists) or who want to use their language skill to fill an allocation or billet within a year, should contact the nearest CG authorized DLPT test site via their ESO to order the exam and schedule testing. Those members desiring to test in the Haitian-Creole language who expect to use their language skill to fill an allocation or billet within a year must contact the HQ foreign language program manager via their ESO to set up an oral exam since there is no written DLPT exam.

c. Commands may authorize testing of additional members, such as those individuals who are nearly tour complete and willing to serve as interpreters or linguists at their next unit. Those members who meet required proficiency levels through testing will be eligible to receive FLPP only when command endorsed and serving as interpreters or in a linguist billet.

d. Limited use of DoD test sites may be available to members not in close proximity to designated CG DLPT test sites. In such cases, members should contact the CG institute via their ESO for assistance.

9. Future assignments: CGPC will continue to execute assignments per chapter 4 of reference b. Members identified in direct access as being eligible to serve as interpreters or linguists based on DLPT scores may be considered by their Assignment Officer (AO) for assignment to units which require such foreign language proficiency. Foreign language expertise will be considered similarly to the way other documented skills, such as law enforcement, OOD, or marine safety qualifications are considered as the AO attempts to balance unit and service needs with the member's assignment desires.

10. Reserve component members: reserve component interpreters will be in addition to the number of active component interpreters a unit is allocated. The maximum number of authorized reserve component interpreters shall be equal to the number of active component interpreters allocated to the unit. Commanding officers have discretion to designate reserve component interpreters for any of the languages authorized for that command.

a. Selected Reserve (SELRES) members are authorized one readiness management period in accordance with reference (a) to take the DLPT. A reserve component member who meets the FLP criteria and is designated as an interpreter by his or her command, is eligible for an FLP bonus (FLPB). The bonus will be equal to 1/30th of the active component FLPP monthly amount at the proficiency level of the language for which approved, multiplied by the number of regular inactive duty training (IDT) periods with pay for the SELRES member.

b. FLPB will be paid in equal installments for each authorized paid IDT period performed, not to exceed the number of authorized paid periods per fiscal year. Funeral honors duty periods will not be eligible for FLPB payments. Non-pay duty of any kind will not be eligible for FLPB payments. Lump sum payments of FLPB will not be authorized.

c. FLPP may be authorized for SELRES members performing active duty (of any type, including adt) provided that direct access reflects that the member is an interpreter or linguist and the active duty orders specifically authorize FLPP. In cases of active duty in support of a contingency operation, a member may seek a written waiver of the interpreter qualification from CG-132 if such information is not already reflected in direct access.

11. Civilian positions: requirements for civilian foreign language positions are still being studied. In cases where military linguist duties amount to near full time requirements, particularly for complex languages, strong consideration will be made to civilianize the position. MaxHR, when fully implemented, will likely provide the mechanism for special kills payments. In the interim, as needs arise retention pay and recruitment incentives may

be used to compensate civilians. When required in the performance of duties, civilians should contact their local ESO for foreign language testing.

12. There are other tools available to meet interpreter requirements at units, especially where the frequency of use does not indicate the requirement for an interpreter allocation. Some examples are: hand held translators, contract and other agency interpreters and assistance through the robust auxiliary interpreter corps (see CG international affairs website listing of 300 auxiliary volunteers with competencies in 42 languages). The FLP program manager will compile and coordinate a dynamic listing of these other tools/services with POCs and procedures for access/acquisition. Look for more information to be posted to CGCentral within the next 60 days.

13. For more information on the foreign language program, sign on to CGCentral. Click on the learning tab, then the foreign language program channel. For questions regarding the foreign language program and requests for waivers to the above procedures, contact the program manager, LCDR Michele Bouziane, by phone: 202-267-6071 or e-mail: mbouziane@comdt.uscg.mil.

14. Internet release is authorized.

15. RADM Kenneth T. Venuto, Assistant Commandant for Human Resources, sends.

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